



Ryan White Title I HIV Health Services Planning Council

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PLANNING COUNCIL MEETING MINUTES

Thursday, January 8, 2004
4:00 p.m. to 6:00 p.m.
Maricopa Medical Center
2601 E. Roosevelt Street

Approved

The following provides a written summary of the minutes recorded. To listen to the official recorded minutes, contact Planning Council Support. The tape(s) will be provided for review.

MEMBERS, GUESTS and STAFF

Erica Avery	Debby Elliott	Laura Kroger	John Sapero
Bob Baily	Damon Gunn	Gregg Levendoski	Larry Stähli
Michelle Barker	Darcy Haynes	Harvey Miller	Keith Thompson
Donna Bryant	Robert Horton	Stephen O'Dell	Cynthia Trottier
James Bryant	Barr Jenkins	David Paquette	Harriet Turney
Jean Cox	Rick Johns	Annette Quintana	Jonathan Weisbuch
Marti Cutler	Lonnie Jones	Tara Radke	Delaine Young
Sue Disney	Mark Kezios	James Reed	

Absent:

Elizabeth Ashby (ex)	Yadira De La Rosa	Eric Moore (ex)	Carol Williams (ex)
Robert Bartlett Sr. (ex)	Larry Fisher (ap)	John Murray (ex)	John Wynant (ex)
Lee Cox (ex)	Debra Frusciano (ex)	Louie Tapia (ex)	
Lucio De La Rosa	Keith Hendricks	Lisa Utzinger (ex)	

(ex = excused absence, ap = absent, alternate present)

WELCOME AND INTRODUCTIONS

Donna Bryant called the meeting to order.

Members, guest, and staff introduced themselves.

Donna noted that Lonnie Jones from the Arizona AETC (AIDS Education Training Center), housed at the University of Arizona, asked to address the Council. Lonnie informed participants that the AETC provides training to HIV service organizations and health care professionals. The AETC would like more information regarding the training needs in this area, and Lonnie distributed a questionnaire in order to gather information. Training, including the latest information regarding HIV/AIDS protocols, is free of charge. Lonnie also noted that she has many resources and contacts, both within and outside the HIV community, that could be of benefit to service providers.

DETERMINATION OF QUORUM AND REVIEW OF SUMMARY MINUTES

Donna determined that quorum was present.

Summary minutes from the meeting held on November 13, 2003 were reviewed. There were three clarifications to the draft. Larry Stähli motioned to approve the November 13, 2003 meeting minutes with amendments. Mark Kezios seconded the motion.

OUTCOME: The motion passed.

ADMINISTRATIVE UPDATE

David Paquette reported the following:

- The administrative office is working on getting all contracts (based on the flat funding approved by the Planning Council) in place by March 1, 2004. It is anticipated that there will be a seamless transition in services for the new grant year.
- There has been no notice of award for the upcoming grant year, since Congress has not passed a budget for the upcoming year. It has been related that if there is no budget at the end of the month, all EMAs (Eligible Metropolitan Areas) could receive a partial award. This would mean that all submitted budgets would have to be redone.

TITLE II UPDATE

Laura Kroger provided the following:

- At the December 17, 2003 ADAP (AIDS Drug Assistance Program) Formulary Meeting, the Committee voted to add several additional medications to the ADAP formulary. The logistics for acquisition and distribution of the new medications are being developed. Ten of the medications added to the ADAP formulary are currently on the Title I formulary. It is anticipated that ADAP will be ready to distribute the newly added medications by mid-January. At that time, the 10 drugs now covered by Title II will be removed from the Title I formulary. Clients will not be impacted by this change, but it could affect the allocation for Title I Pharmaceuticals.
- Tara Radke added that the Title II grant application is due to HRSA (Health Resources and Services Administration) on February 6, 2004, and noted that the next Title II Statewide Advisory Council meeting will be held on January 15, 2004. Included on the agenda is the ADAP formulary, and other issues. All are invited to attend.

PREVENTION UPDATE

Barr Jenkins provided an update from the HIV Prevention Community Planning Group (CPG).

- NMAC (National Minority AIDS Council) is inviting individuals to submit abstracts for the upcoming HIV Prevention Leadership Summit, which will be held in Atlanta. The focus is on partnerships, collaboration, and the merging of Ryan White Councils and CPGs. Visit www.nmac.org for additional information.
- The next CPG meeting will be held on January 13, 2004 from at 5:00 p.m. to 7:30 p.m. at Trinity Episcopal Cathedral, which is located at 100 W. Roosevelt. Planning Council Chair Donna Bryant will give a presentation about the Planning Council at this meeting. For information about CPG, contact (602) 506-6005.

CHAIR UPDATE

Donna Bryant gave the following update:

- John Sapero was congratulated as the elected Planning Council Secretary. Meeting participants joined in song to wish John a Happy Birthday.

- The Cultural Competency workshop for service providers will take place on January 12 and 13, 2004. Thanks to everyone who has signed up for this training. If you are interested in participating, contact Planning Council Support.
- The Planning Council Retreat will take place in March. Information gathered from the surveys distributed at the November Planning Council meeting with help in the development of the retreat format.
- Thanks to all who have participated in the paper goods drive to benefit AGAPE network, and thanks to Cynthia Trottier who volunteered to transport the donations.
- Planning Council members were invited to the Board of Supervisor's meeting at 9:00 a.m. on January 21, 2004. Council members have been given an opportunity to take their "Oath of Office" during the Council meeting that will take place at 205 W. Jefferson Street. Dr. Weisbuch noted that many individuals who attend the Board of Supervisor's meetings have heard of the Council, but have not had "face to face" contact with Council members. For those not able to attend the meeting, arrangements will be made for completing the Oath.
- If you have received membership renewal information, please return your completed information to Planning Council Support by tomorrow. If you are not able to submit your information by then, contact Planning Council Support and let them know your intent.

NATAF (NATIONAL AIDS TREATMENT ACTION FORUM)

Donna asked individuals who attended the NATAF Conference, held in December 2003 in Phoenix, to provide feedback about the event.

Darcy Haynes from AIDS Project Arizona noted that the conference included people from all over, including Canada, the United States, and Mexico, and focused on identifying how people and organizations that target minority populations can effectively reach these groups. The conference had many workshops that allowed for interaction with one another, and helped participants learn how to work with other groups and share ideas on how to better function in their jobs.

Larry Stähli added that the conference covered everything from transgender issues to trans-border issues. Raymond Bierner from Phoenix Shanti Group conducted a session regarding Sweat Lodges. During the conference, it was noted that only one HIV positive individual had been barred from entering the US, and was not able to attend the NATAF conference.

Keith Thompson noted that this was the first national HIV conference ever held in Phoenix. There was interest in bringing another national or international HIV conference to Phoenix, due to the success of this conference. Keith expressed his thanks to the individuals and agencies that helped make the conference a success.

PLANNING COUNCIL BYLAWS PRESENTATION

The Council was reminded that, because the proposed changes to the Bylaws affect our individual membership, a two-thirds majority of members present must approve the changes. Larry Stähli asked everyone to review the proposed changes that were previously mailed to Council members. Larry advised that most of the changes were cosmetic, and for purposes of clarification.

As the proposed changes were reviewed, there was discussion regarding the proposed change to Article XIV, which was the deletion of Section 8. It has been the understanding that the language in this section has the affect of prohibiting service providers from being elected officers on the Planning Council, but does not prohibit service providers from serving on the

Executive Committee of the Council. It was also understood that removing this section would allow service providers to hold elected offices on the Council. As discussion continued, David Paquette related that the language in Section 8 prohibits providers of Planning Council Support from elected office on the Planning Council. Since no service providers are providers of Planning Council Support, the removal of this section has no impact on the Planning Council. It was further related that there is nothing in the Bylaws that prohibits service providers from holding elected office on the Council.

After much discussion, Mark Kezios motioned to approve the proposed changes to the Planning Council Bylaws. Dr. Weisbuch seconded the motion.

OUTCOME: The motion passed with 13 in favor, 4 opposed and one abstention.

The approved changes to the Planning Council Bylaws will be forwarded to the Board of Supervisors.

COMMITTEE UPDATES

Allocations

Mark Kezios reported that the Allocations meeting for December was cancelled. The next meeting is scheduled for Tuesday, February 3, 2004 from 12:00 p.m. to 2:00 p.m. at the Department of Public Health. Lunch will be provided. As the Committee awaits word regarding funding for the next grant year, they will review service priorities and other items.

Community Planning & Assessment

Larry Stähli reported that the plan for a needs assessment focusing on substance abuse and mental health issues has been tabled. The Committee plans to begin discussing a needs assessment for the next grant year, and plans on collaborating with other CARE Act Titles and other organizations. The Committee is also working on the update of the Comprehensive Plan, which will be completed with the assistance of Dr. Sue Wolf. The next meeting is scheduled for January 21, 2004 from 3:00 p.m. to 5:00 p.m.

Consumer Advocacy

Donna noted that the committee has not met since the November 2003 Planning Council meeting. There was discussion regarding the future of the Committee, and whether the current Chair intends to continue in his position.

Evaluation

Donna, with the assistance of Michelle Barker, reported that the new Committee held its first meeting in December. The Committee discussed the development of Policies and Procedures, building the foundation of the evaluation process, and working with the Administrative Agent and the Quality Management Department. The next meeting will be Tuesday January 20, 2004 from 2:00 p.m. to 3:30 p.m. at the Department of Public Health, and everyone is welcome to attend.

Membership

Larry Stähli reminded everyone who received notice of the end of their Planning Council term to submit the necessary membership information to Planning Council Support. It was also noted that the Committee met on January 7, 2004 and nominated the following individuals for membership on the Planning Council:

Freda Black	Randall Furrow	Helen Lanche	Gregg Levendoski
Michael Mangen	Reginald Robinson	Clarence Tucker	

The next meeting is scheduled for February 4, 2004 at Grunow Building, 925 E. McDowell, from 11:30 a.m. to 1:30 p.m.

Rules

Larry Stähli reported that the committee has not met recently. The next meeting will be in February.

ANNOUNCEMENTS/CALL TO PUBLIC

- Gregg Levendoski announced that Positive Families Services has opened its doors at 2229 E. McDowell Road, Suites 1 & 2. Everyone is invited to come to the Open House on Friday March 5, 2004. Positive Families offers peer counseling, peer led support, English/Spanish translation assistance, and clothing for men, women and children. There is a children's play room, and adult "safe place" where people can come and relax. Referral services to other agencies are also provided.
- Lonnie Jones reminded everyone to turn in their AETC questionnaire.
- Brenda Hope thanked Cynthia Trottier helping to complete the materials for the Cultural Competency Workshop. Brenda also noted that the next Planning Council mailing will include the current list of Council members and their contact information. Members are asked to review the information, and contact Planning Council Support with any corrections.

ADJOURN

The meeting adjourned at approximately 5:45 p.m.